DoD ESI
ORDERING GUIDE

CA Technologies

FedResults, Inc.

Blanket Purchase Agreement (BPA)

W52P1J-18-A-0005

Department of Defense Enterprise Software Initiative (DoD ESI)
BPA ORDERING GUIDE

This Ordering Guide has been developed by the DoD ESI team to assist IT buyers and contracting officials to order technology products and/or services from the ESI BPA holder. This Guide contains essential information about the Blanket Purchase Agreement (BPA), identifies the authorized users of the BPA, summarizes the products and services available under the BPA and instructions for users to place an order, and provides Points of Contact information for support.

Contents

1. BPA General Information

CONTRACT OR / VENDOR	FedResults, Inc.
GENERAL SERVICE ADMINISTRATION (GSA) SCHEDULE NUMBER AND WEB LINK	47QTCA20D0019 View FedResults' GSA Contract (click here)
BPA NUMBER AND WEB LINK	**W52P1J-18-A-0005** www.esi.mil/contentview.aspx?id=943

BPA ISSUE DATE	03/30/2018
BPA EXPIRATION DATE	03/29/2023

2. Authorized BPA Users

a. DoD Components: The Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, the U.S. Coast Guard when authorized, NATO, the Intelligence Community (IC), and Foreign Military Sales with a Letter of Authorization.

b. GSA/Ordering Organizations: GSA or other applicable ordering organizations/agencies are authorized to place orders under this BPA on behalf of DoD and Federal Agency end users and must comply with Defense Federal Acquisition Regulation Supplement (DFARS) 208.7400.

c. Government Contractors: Government contractors performing work for a DoD Component (as defined above) or Federal Agency may place Delivery Orders under this BPA on behalf of and for the benefit of the DoD Component or Federal Agency if authorized by their cognizant Contracting Officer in accordance with the requirements of FAR 51 and/or DFARS 251 as appropriate

d. Federal Agencies and Authorized Contractors: This BPA will be open to all ordering by all United States Federal Agencies and authorized contractors.

3. Products and Services Overview

Publisher(s)	Category	Product Line	Service Line
CA Technologies	Software Maintenance	Maintenance for Mainframe, Agile, API Management, Infrastructure Management, Application management, Identity Management, Application Test, Identity Access Management, Privileged Access Management, Mainframe Security	Installation Services Sustainment Service Consulting Services Training Services
	Enterprise Software	Mainframe, Agile, API Management, Infrastructure Management, Application management, Identity Management, Application Test	Installation Services Sustainment Service Consulting Services Training Services

	Security Software	Identity Access Management, Privileged Access Management, API Management, Mainframe Security	Installation Services Sustainment Service Consulting Services Training Services
	Services and Education	Services Roles and positions	Installation Services Sustainment Service Consulting Services Training Services

(full list is available at www.esi.mil)

4. **Ordering Officer Responsibilities**

a. Ordering is decentralized. Orders are to be prepared by a Government Ordering Officer (a duly warranted Contracting Officer whose warrant authorizes purchases from the GSA Schedule) in accordance with the terms and conditions of the BPA and the GSA Schedule

b. This is a multiple award BPA established competitively using the procedures under FAR 8.405-3. Refer to the ESI website at www.esi.mil for the listing of the multiple award vendors.

c. It is the responsibility of the Ordering Officer to:

   i. Comply with the ordering procedures of FAR 8.4 and DFARS 208.4;

   ii. Obtain competition and/or execute and publish a brand name or limited source justification as applicable;

   iii. Provide fair opportunity to all BPA holders who offer the applicable product and/or service required;

   iv. Ensure compliance with all fiscal laws prior to issuing an order under the BPA;

   v. Incorporate into the order any regulatory and statutory requirements that are applicable to the agency for which the order is placed, if pertinent requirements are not already included in the BPA; [Note: The FAR and DFARS clauses listed in Attachment E of the BPA are those in effect as of the effective date of the BPA. Ordering Offices are responsible for incorporating the most current version of the applicable FAR and DFARS clauses, at the ordering level, in the Delivery Order as appropriate]

   vi. Obtain the required authorization to acquire the products or services through the ESI BPA in accordance with FAR Part 51 when a contractor is ordering on behalf of a DoD component;

   vii. Ensure the vendor selected for the order represents the best value. (Note that the BPA

terms encourage spot discounting.); and

    viii.   Review the license terms and conditions when ordering software or proprietary appliances provided in the BPA Attachments. If required, ordering offices may secure additional terms and conditions at the Order level if those terms and conditions do not conflict with those at the BPA level and represent best value to the Government.

5. Ordering Process

    a.   DFARS Regulation 208.74

        i.   The BPA is an Enterprise Software Agreement (ESA) as defined in DFARS 208.74, which directs DoD software buyers and requiring officials to check the DoD ESI website (www.esi.mil) for DoD inventory or the availability of an ESA or component specific Enterprise Agreement (EA) before using another method of acquisition. These steps are summarized as follows from the DFARS:

        1.   Check the Enterprise Agreement Summary Table at www.esi.mil to determine if commercial IT products or services have already been purchased and are available from DoD inventory or through an enterprise software agreement. If they are available, purchase the designated software from DoD inventory and reimburse the SPM.

        2.   If the required commercial products or services are not available from inventory, but are available from an ESA, buyers must follow the procedures in the DFARS Section 208.74.

        3.   If a DoD component must obtain the commercial products or services outside the DoD ESI BPA, the component may seek a waiver from a management official designated by the DoD Component.

        4.   If the required commercial products or services are not available from inventory or from an ESA, the DoD component may use an alternate method of acquisition, subject to applicable laws and policy.

    b.   Ordering

        i.   All orders must be competed amongst the awardees unless an exception applies (see FAR 8.405-6 Limiting Sources).

        ii.   Orders are subject to the ordering office's local policy, the underlying GSA FSS, and the terms of the BPA. The order may be placed directly with the vendor after ensuring compliance with the Ordering Officer Responsibilities specified in Section 4. The following is needed to place an order:

1. Execution of a delivery order (SF1449) by the respective local contracting office:

   A. Contracting Officers will need to create a BPA shell in your respective contract writing system in order to execute delivery orders against this BPA (see Section 7).

   B. If you do not have an automated contract writing system, you must place the BPA number W52P1J-18-A-0005 in Block 2 and a locally assigned delivery order number in Block 4. Note: Ensure when creating the FPDS-NG report to insert the Procurement Instrument Identifier (PIID) number of 1700 (Department of Navy) and the referenced BPA number W52P1J-18-A-0005 in the applicable field.

   C. All orders issued should have the BPA number in Block 2 and a locally assigned delivery order number in Block 4.

2. Open Market items (i.e. not in the BPA catalog) may be added to a BPA call/delivery order for quoting purposes and shall be clearly labeled on the Quote as "Open Market". The following actions apply for Open Market items:

   A. For Open Market items under the Micro-purchase threshold, an ordering officer may add this item to an individual BPA call/delivery order without following the procedures in FAR 8.402(f). The items must be clearly labeled "OPEN MARKET" on the Order.

   B. For Open Market items over the Micro-purchase threshold, the ordering officer will need to purchase the item(s) outside of the BPA as a separate order using FAR and DFARS procedures as applicable to their purchase. The ordering activity will need to abide by FAR Parts 5 (Publicizing), Part 6 (Competition Requirements), Part 12, (acquisition of commercial items), Parts 13, 14, and 15 (contracting methods), and Part 19 (Small Business Program).

   C. The completed SF1449 will be forwarded to the contractor with the following information:

   Contractor / Vendor Information

   Address: **1900 Campus Commons Dr, Ste. 100**
                   Reston, VA 20190-1535

   Remit To: ACH/ Wire:
                   Information available in the Central Contractor
                   Registration (CCR) or via the Contractor Point of Contact

                   Mail:
                   1900 Campus Commons Dr, Ste. 100
                   Reston, VA 20190-1535
                   703-889-8700 (main)

                   Payment Terms:

Net 30

CAGE: 1PAF5

DUNS: 88-4261082

TIN: 54-205-3633

Business Size: Other Small Business

D. A copy of the SF1449 must be sent to the servicing DFAS center

3. Government-Wide Purchase Card orders can be submitted by phone, fax, or the Web

A. Orders can be placed by calling the vendor Program Manager or Alternate, listed in Section 6, c. below under Vendor Points of Contact

B. Orders may be placed by fax at 703-889-8705

C. Orders may be placed online at www.fedresults.com

D. Information Required from the Ordering Office:

i. End User and Name

ii. End User Email Address

iii. End User Phone Number

6. BPA Points of Contact

a. Contracting Office

	Procuring Contracting Officer (PCO)	**Alternate Point of Contact**
POC	Spencer Sessions	Veronica Beck
Telephone	619-553-4523	619 553-4490
Email	Spencer.sessions@navy.mil	veronica.beck@navy.mil

b. Software Product Manager (SPM)

	Software Product Manager (SPM)	**Alternate Point of Contact**
POC	Nina Diep	John Bojorquez
Telephone	619-553-1023	619-553-2849
Email	nina.diep@navy.mil	john.bojorquez1@navy.mil

    c.   Vendor Points of Contact

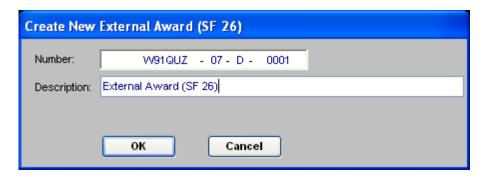|	**Program Manager & New Licenses**	Renewals	**Federal Manager**	**FedResults ESI Team Alias**
POC	Jamon Cofield	Richard Verwers	Samantha Handlin	CA ESI Team
Telephone	703- 657-1035	703-889-8772	703- 889-8751	703- 889-8700
Email	Jamon.cofield@fedresults.com	richard.verwers@fedresults.com	samantha.handlin@fedresults.com	ca.esi@fedresults.com

7. External Award / Agreement
Blanket Purchase Agreements awarded by other contracting offices can be entered in the system as external awards. External awards allow users to enter line item information and establish order constraints consistent with the original award. Once an external award is loaded in the system, it can be used as a reference when creating orders.
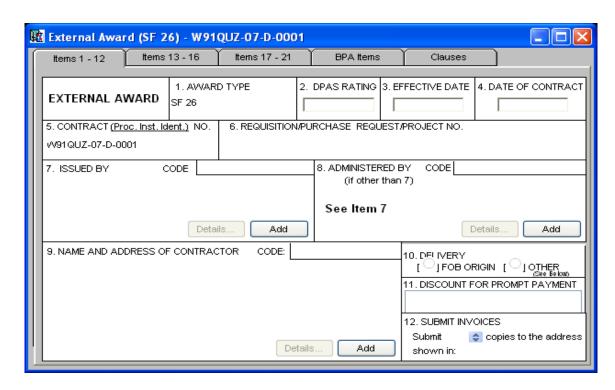
To create an external award, go to Procurement > Pre-Award / Award > External Awards (or Agreements) > select the desired form.

The Create New External Award window displays.

Enter the Agreement number for which the external award is being created. Click OK. The external award document is opened and displayed.

Enter all relevant information on the tabs to replicate the award that the external award is representing. You must create CLINs for external awards in order to issue orders off of those CLINs. Agreements do not utilize CLINs. It is not necessary to replicate clauses.

When complete, simply approve the external award. This document type is not run through funds validation, not generated, and not released.